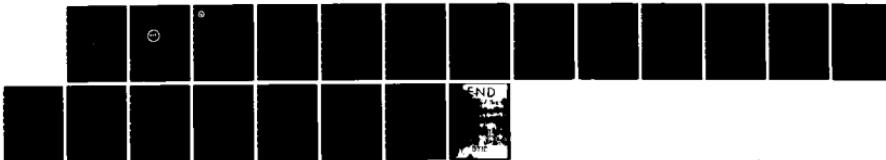
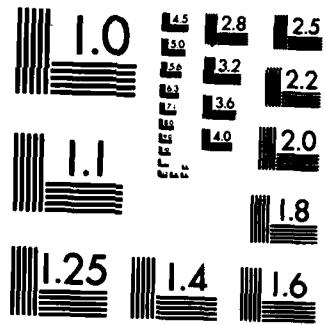


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FOR COMMANDERS(U) AIR FORCE (4TH) MCCLELLAN AFB CA
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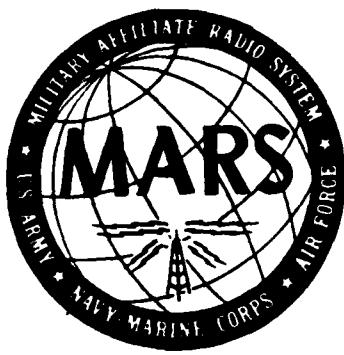




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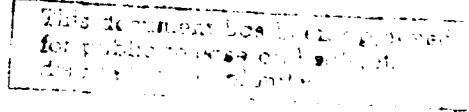
AIR FORCE MARS GUIDE FOR COMMANDERS

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PREPARED BY
HEADQUARTERS, FOURTH AIR FORCE

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DEPARTMENT OF THE AIR FORCE

HEADQUARTERS FOURTH AIR FORCE (RESERVE) (AFRES)
McCLELLAN AIR FORCE BASE, CALIFORNIA 95652

REPLY TO
ATTN OF: LGM

20 August 1984

SUBJECT: Military Affiliate Radio System (MARS)

TO: 3460 TCHTG/TTMTD

1. The attached package, "Air Force MARS Guide for Commanders" may be useful to you in the Senior Staff Disaster Preparedness and On-Scene Commander's Courses.
2. We prepared this package for Fourth Air Force unit commanders, bringing together in one place much of the information a commander would need when considering the scope and depth of the local emergency communications requirement. As far as possible, we've verified primary sources for information and it is correct at this time.
3. Base MARS stations and support teams have proven invaluable in providing the Air Force with emergency communications and we hope that this package will make the MARS role clearer to senior staff members, as well as encourage them to aggressively pursue emergency communications planning at base level.
4. Policy matters, of course, should be referred to Headquarters, Air Force Communications Command (AFCC/SIMO), but anyone desiring further information about the attached MARS Guide is welcome to call me at AV 633-5572 or 633-5530.

A handwritten signature in black ink, appearing to read "BASCOMBE J. WILSON".

BASCOMBE J. WILSON, Major USAFR
MARS Director

Atch
"AF MARS Guide"

Unclassified

SECURITY CLASSIFICATION OF THIS PAGE (When Data Entered)

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16. KEY WORDS (continue on reverse side if necessary and identify by block number)

Military Affiliate Radio System (MARS)
MARS
Communications
Disasters
Disaster Preparedness

Civil Defense
Emergency Communications

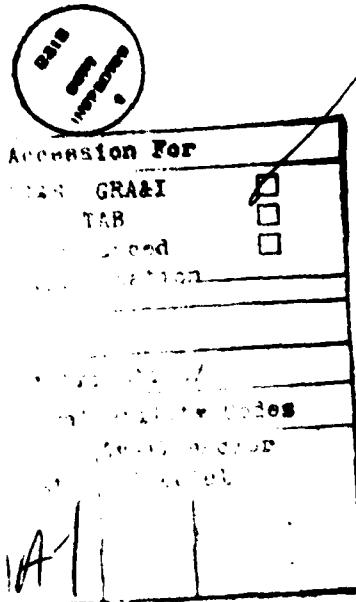
17. ABSTRACT (continue on reverse side if necessary and identify by block number)

Outlines Air Force policy on establishment of Military Affiliate Radio System stations, provides commanders with a checklist for station operation, outlines civil defense responsibilities. Provides source references for policy decisions.

AIR FORCE MARS GUIDE FOR COMMANDERS

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AIR FORCE MARS GUIDE FOR COMMANDERS

WHAT IS MARS?

1. Each service operates its own Military Affiliate Radio System (MARS) as a mission-support activity.
2. Air Force MARS was created by order of the Secretary of the Air Force in 1948 and has achieved a distinguished history:
 - a. USAF MARS has responded to every major disaster involving the U.S. since 1965.
 - Includes Mount Saint Helens volcano, Johnstown Flood, Teton Dam Collapse, Xenia Ohio Tornado, Big Thompson Canyon Flood, Guam Typhoon, Hurricane Camille, Coalinga Earthquake, the Air Florida crash in Washington, D.C., and Three Mile Island.
 - b. USAF MARS has provided communications for over 5,000 military emergencies such as aircraft crashes, civil disturbances, major fires, peacekeeping missions, widespread telephone failures, and special missions.
 - USAF MARS played a major role in coordinating the final evacuation of Saigon. The Embassy MARS station was the last surviving communications circuit and, as such, was the only means of communicating during the final hours.
 - Since 1975, USAF MARS has provided the only communications for eight bases following loss of AUTOVON, AUTODIN and commercial circuits due to accidents, violent weather, fire and earthquake.
3. The current USAF MARS program is a worldwide communications system comprised of military radio stations and volunteer affiliate operators.
 - The system is highly survivable, with 4,000 operational stations in the CONUS.
 - The system is flexible and reliable, and is constantly tested and refined through exercises and responses to actual emergencies
4. Installation and unit commanders have specific responsibilities for ensuring a viable MARS program at the local level.

MISSION

1. The primary MARS mission is to provide DOD-sponsored emergency communications on an international, national, and local basis as an adjunct to normal military communications.
2. MARS performs the following emergency functions:
 - a. Provides auxiliary communications for military and civil officials during periods of emergency.
 - b. Provides primary communications capability for base disaster response forces.
 - c. Assists in effecting normal communications under emergency conditions.
 - d. Handles morale and quasi-official traffic for armed forces personnel throughout the world.
 - e. Provides a potential reserve of trained radio communications personnel for military duty, when needed.

SUPPORT TO THE AIR FORCE

1. USAF MARS is specifically tasked with providing emergency communications for the following priority activities:
 - a. MAJCOM, Base and Unit War Mobilization Plans (WMP)
 - b. Survival, Recovery and Reconstitution Plans (SRR)
 - c. Continuity of Operations Plan (COP)
 - d. Continental Airborne Reconnaissance for Damage Assessment Plans (CARDA)
 - e. Garden Plot
 - f. Base Disaster Response Force (DRF)
 - g. All other USAF, MAJCOM, Base and Unit plans requiring emergency communications

SUPPORT TO CIVIL AGENCIES

1. MARS may provide support to civil disaster agencies when Air Force command authorities have approved and directed support in accordance with AFR 355-1.
2. Support to civil agencies is encouraged, however the specific requirements of AFR 355-1 must be met.
3. The installation 355-1 Plan is required to specifically define communications requirements needed to respond to civil disaster within the geographic area for which the base is responsible.
4. Emergency assistance can be provided to the civil community at the direction of Base Commanders under provisions of DOD Directive 3025.1.
5. Time permitting, Base Commanders are required to receive prior authorization from the USAF Reserve Numbered Air Force having jurisdiction over their geographical region prior to committing military resources to a civil emergency, and to keep the NAF advised of all support actually provided.

PROGRAM MANAGEMENT

1. USAF MARS is managed by the Air Force Communications Command (AFCC).
2. USAF MARS policy is established and coordinated by HQ USAF/XOK.
3. Each MAJCOM determines the need for formal command MARS systems such as pre-planned contingency nets.

INSTALLATION COMMANDER RESPONSIBILITIES

AFR 100-15 requires installation commanders to:

1. Actively support the MARS program
2. Identify MARS support requirements to the host MAJCOM and installation communications officer
3. Appoint, in writing, an Installation MARS Director
4. Insure that communications annexes to contingency and disaster preparedness plans include MARS support requirements

5. Insure the operation and maintenance of assigned MARS stations

THE BASE MARS STATION

1. MAJCOMs may establish Class A MARS stations at bases requiring such support.
 - a. Military manpower positions are authorized to operate and maintain these stations.
 - b. These stations support the host and all base tenants as specified in the AFR 11-4 Host-Tenant Agreement.
 - c. The host MAJCOM programs and funds these stations.
2. MAJCOMs may approve an installation commander's request for a Class B MARS station to support local requirements.
 - a. Military manpower positions are not provided for these stations.
-Radio operators usually function as additional duty
-Equipment maintenance is provided by existing base resources
 - b. These stations support the host and may support base tenants if specified in the AFR 11-4 Host-Tenant Agreement.
 - c. The host MAJCOM programs and funds these stations.
3. Unit Commanders may elect to establish Auxiliary Class MARS stations when circumstances indicate the need for supplemental communications.
 - a. Military manpower positions are not provided for these stations.
-Radio operators function as additional duty
-Equipment maintenance is the responsibility of the unit
 - b. These stations are appropriate for special mission activities, Air Force Reserve, Air National Guard, Reserve Officer Training Corps, Civil Air Patrol, Central Base Funds, and Morale-Welfare-Recreation activities.
 - c. MAJCOMs may elect to fund these stations, however units usually fund them locally.

4. The installation commander determines if the installation requires a Mobile Communications Station.
 - a. The commander designates the station's primary user
 - b. Through the Transportation Officer, the commander obtains an appropriate special purpose vehicle and places it on 24-hour dispatch to the primary user.
 - Vehicle must be capable of traveling over unimproved terrain
 - Vehicle must provide a power source for all its radio equipment
 - c. Through the Communications Officer, the commander obtains required radio equipment for the vehicle.
 - Programmed through AFR 100-18, Facility B Code 6693
 - Basic equipment required in most cases:
 - HF Single Sideband voice for command, contingency, and disaster response force net operation
 - VHF AM or FM voice as needed by the local mission
(May be on MARS frequencies or existing intrabase nets)
 - UHF/VHF voice for Air to Ground communications
 - d. The Installation MARS Director and Base Disaster Preparedness Officer are jointly responsible for tasking and use of the vehicle.
5. Installations with Class A or B stations may establish MARS Base Support Teams.
 - a. Team of affiliate volunteers to support the base MARS activity
 - b. A reserve of highly trained and motivated operators and maintenance personnel
 - c. Requested through the State MARS Director
 - d. Trained by the Installation MARS Director

Establishing the Base MARS Program

1. The installation commander determines emergency communications requirements for the base.
 - a. Staff support is needed. Disaster Preparedness Officers and others requiring emergency communications must make their needs known.
 - b. The installation commander appoints a base MARS director.

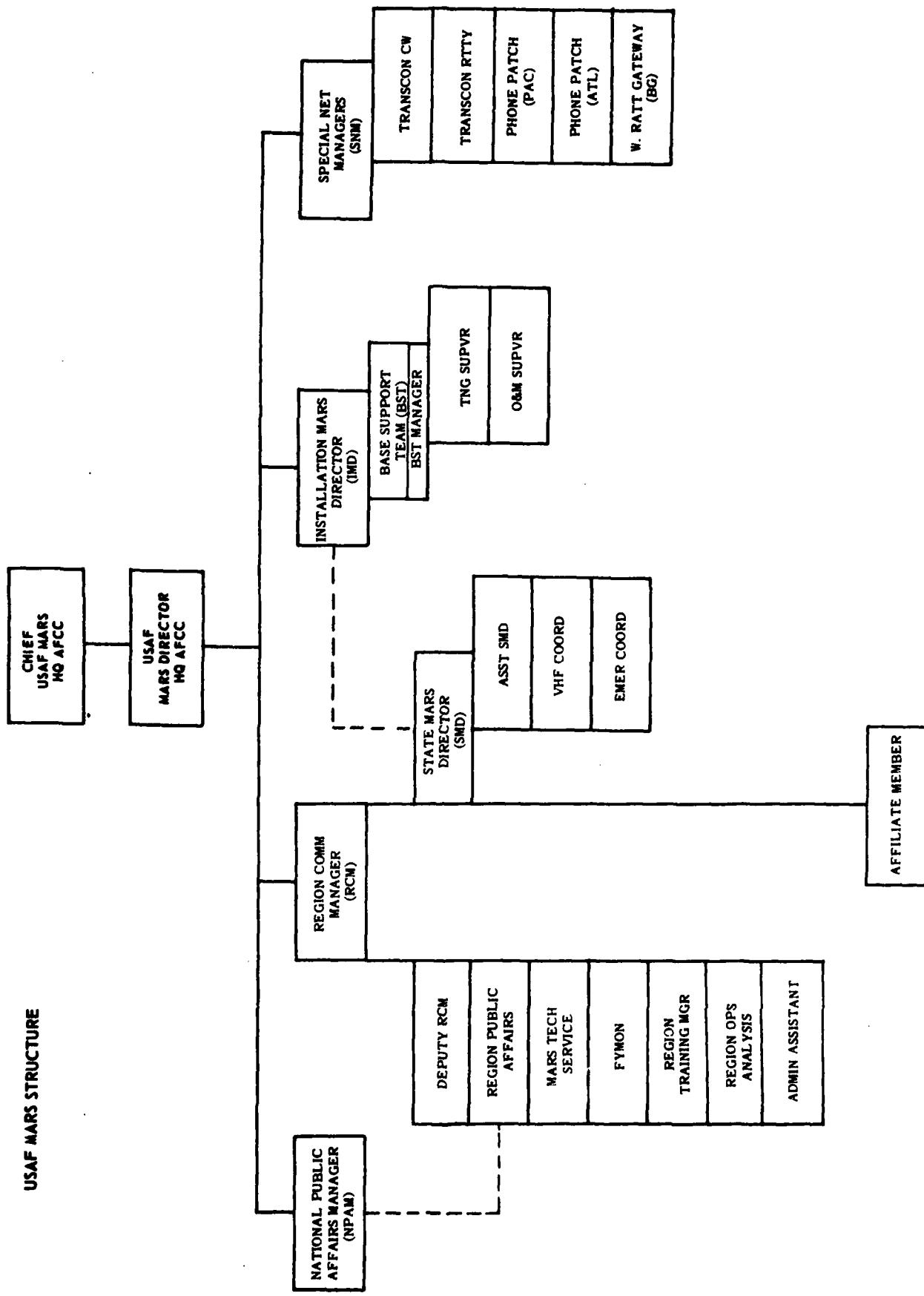
- c. The base MARS director contacts Air Force Communications Command (AFCC/SIMO, Scott AFB, IL 62225) to request licensing of a base MARS station. This is done through submission of a DD Form 630 to AFCC/SIMO. (Some MAJCOMs may require such requests be routed through command channels).
- d. For Class A or B stations, the base MARS director coordinates with the MAJCOM Communications-Electronics staff office to obtain support and funding.
- e. For Auxiliary Class stations, the unit determines its own source of funding and designates operators. MWR funds may be used if the station is intended for MWR activities, however these funds must not be used simply as a source of funding for direct mission support.

INSTALLATION MARS CHECKSHEET

1. Does the Installation Commander actively support the MARS program?
(para 1-6e(1), AFR 100-15)
2. Has the Installation Commander identified MARS support requirements to the host MAJCOM and installation communications officer?
(para 1-6e(2), AFR 100-15)
3. Has the Installation Commander appointed, in writing, an Installation MARS Director?
(para 1-6e(3), AFR 100-15)
4. Has the Installation Commander ensured that the communications annex to contingency and disaster preparedness plans include MARS support requirements?
(para 1-6e(4), AFR 100-15)
5. Has the Installation Commander provided for the operation and maintenance of the assigned military MARS facilities?
(para 1-6e(5), AFR 100-15)
6. Does the installation MARS Director:
 - a. Provide the liaison between affiliate MARS members within the installation's geographical area of responsibility and the military MARS element?
(para 1-6f(1), AFR 100-15)
 - b. Manage the installation MARS activities?
(para 1-6f(2), AFR 100-15)
 - c. Monitor the capability of the affiliate MARS members in the installation's geographic area of responsibility to augment disaster preparedness and emergency contingency communications?
(para 1-6f(3), AFR 100-15)
 - d. Act as the responsible agent to receive, issue, and recover excess and surplus Government property for affiliate MARS members?
(para 1-6f(4), AFR 100-15)
 - e. Certify each time before issuing Government property to affiliate members, that the member is meeting affiliate membership participation requirements?
(para 1-6f(4), AFR 100-15)
 - f. Certify the authenticity of an individual's MARS membership as it pertains to the shipment or storage of MARS equipment at government expense?
(para 1-6f(5), AFR 100-15)

7. Is MARS equipment and property accounting accomplished iaw AFM 67-1?
8. Are MARS local purchase actions accomplished iaw AFR 70-18?
9. Has the MAJCOM supported unit and installation requirements by programming MARS support iaw AFR 100-18?
(para 1-6d(2), AFR 100-15)
10. Have host and tenant unit MAJCOMs identified special MARS support requirements and are these included in the AFR 11-4 Host-Tenant Agreement?
(para 1-6d(4), AFR 100-15)
11. Is MARS support to civil agencies provided iaw AFR 355-1?²
(para 1-4, AFR 100-15)
12. Is a communications vehicle (mobile MARS station) provided if necessary for mission support, and does it meet mission requirements for all-terrain driving as well as appropriate communications features?
(para 2-6, AFR 100-15)
13. Are all MARS stations on the installation properly licensed by a DD Form 630 issued by Headquarters Air Force Communications Command (AFCC/SIMO)?
(para 2-8, AFR 100-15)

USAF MARS STRUCTURE



INSTALLATION MARS DIRECTOR

I INTRODUCTION

Position appointment is made in writing by the installation commander. Person selected will normally be from the local communications organization and be of sufficient grade and maturity to adequately perform this responsibility. Each active Air Force installation will appoint an Installation MARS Director (IMD) regardless of whether or not a MARS station exists.

II DUTIES AND RESPONSIBILITIES

Reviews and evaluates C-E tasking in applicable operations plans to determine and document required MARS support. Coordinates with disaster preparedness and plans functions to ensure management officials are aware of the availability and capability of MARS resources to respond to disaster and emergency communications requirements of the installation plans. Establishes, manages, and exercises the Base Support Team with assistance and in coordination with State MARS Directors and provisions of this MOD describing Base Support Team duties and responsibilities. Assists Air Force Reserve, Air National Guard and Civil Air Patrol in training radio operators when requested. Certifies authenticity and eligibility of individual MARS memberships related to shipments, storages, and issue of MARS excess equipment IAW AFR 100-15, Military Affiliate Radio System, and AFCCP 67-8, management of MARS property.

III CONTROLS OVER WORK

Manages the installation MARS activities in accordance with AFR 100-15 and the guidance provided by HQ AFCC and the supported MAJCOM/installation.

IV OTHER SIGNIFICANT FACTS

At an installation where there is no MARS station, the appointed IMD will fulfill responsibilities deemed necessary by the installation commander.

BASE SUPPORT TEAM

I INTRODUCTION

A Base Support Team (BST) will be established by the IMD through coordination with the SMD, based on a comprehensive plan describing mission support and requirements to HQ AFCC/XOPR. BST members will be nominated by the IMD from a list of eligible area candidates provided by SMDs. Nominees will be approved and appointed on AFCC Form 16 by the respective SMD. Selected Base Support Team members must be exceptionally motivated and possess specialized capabilities and/or expertise as required by the Installation MARS Director.

II DUTIES AND RESPONSIBILITIES

Base Support Team members must be capable of providing reliable communications support to their base of assignment under emergency/contingency conditions. BST will consist of not more than 12 members possessing operational capability/specialization in two or more of the following areas:

- a. HF radio
- b. VHF
- c. portable/mobile capability
- d. emergency power
- e. Data Comm (RTTY, CW, SSTV, etc)
- f. maintenance and operations expertise (equipment repair, antenna configuration and selection, propagation and frequency selection etc.).

BST members will be required to exercise operational capabilities, using realism to the fullest extent possible, at least three times annually. These exercises will be evaluated by the IMD and reported through the official chain to SMD, RCM and USAF MARS Director.

A BST manager will be established by the IMD in coordination with the SMD. BST manager will be responsible for the smooth operation and training of the BST and directly responsible to the IMD. BST manager in coordination with the IMD will select other BST members for specialized positions of training, coordination and operations and maintenance support.

Affiliates selected as BST members will be a dedicated corps of operators committed to their base support. These select affiliates will be:

- a. exempt from participation requirements outlined in USAF MOD 2-3.
- b. given priority on equipment issue that is requested in direct support of their BST activities.

IMDs and BST managers will ensure all assigned BST members are actively participating in their assigned duties. IMDs may relieve any member in coordination with the BST manager for:

- a. failure to actively participate
- b. lack of interest
- c. equipment limitations
- d. unresponsiveness to commitments to exercises, recalls, meetings, training, etc.

Members relieved from the BST for above causes will have all equipment received for BST support recalled, or transferred to a qualifying BST member.

III CONTROLS OVER WORK

All Base Support Team members work under the direct supervision of the Installation MARS Director. Delegation of authority may be granted to the BST manager. Installation MARS Directors will obtain nominations from their respective State MARS Directors. Selections to the BST will be made solely from the list provided by the SMD.

IV OTHER SIGNIFICANT FACTS

Request to exceed 12 members on the BST must be approved by the USAF MARS Director. Request must contain complete justification.

MARS MEMBER, BASE SUPPORT TEAM

I INTRODUCTION

Performs duties commensurate with component to which assigned, reports at scheduled times to the component of assignment, maintains knowledge of MARS program goals and procedures.

II DUTIES AND RESPONSIBILITIES

Depending on the size and makeup of the team, the stated mission of the team, and other factors, the member may perform in one or more of the following types of activities as directed by the Installation MARS Director/BST Leader:

- a. Operating the base station.
- b. Operating on Base Support Team VHF net.
- c. Participating in Base Support Team meetings, classes, and lectures.
- d. Assisting with housekeeping tasks at the base station.
- e. Assisting with administrative work at the base station.
- f. Other tasks, exercises, projects, and training in support of the base station.

IV OTHER SIGNIFICANT FACTS

BST members should live within easy commuting distance of the base station. Member should be equipped with VHF equipment to operate on MARS frequencies.

Base Support Teams are under the operational control of the Installation MARS Director. Administrative and logistical support is provided by the State MARS Directors.

NATIONAL PUBLIC AFFAIRS MANAGER

I INTRODUCTION

Position appointment is made by HQ AFCC MARS selection board, to coordinate total Air Force affiliate MARS public affairs activities.

II DUTIES AND RESPONSIBILITIES

Serves as an extension staff member for the Air Force MARS Director to prepare the monthly recurring MARS bulletin, coordinate activities of the Region Public Affairs Managers, and Special Net Managers to ensure activities and accomplishments are adequately and favorably publicized.

III CONTROLS OVER WORK

Works under the supervision of the USAF MARS Director.

IV OTHER SIGNIFICANT FACTS

Has unlimited access to all Air Force MARS Networks.

1 November 1979

EMERGENCY COMMUNICATIONS SUPPORT

1. Purpose. To establish an emergency communication support procedure; assure coordination of USAF MARS operations with USAF chain of command; align MARS operations with USAF Disaster/Emergency operations plan 355-1.

2. General. Orderly response to military or civil disaster requires appropriate notification procedures and specification of responsibilities of each portion and/or level of an organization to prevent confusion and assure the appropriate portion thereof must be involved in all emergency communication support requests to assure compliance with USAF policy and procedures. Notification of competent USAF authority must be assured no matter what level a request for support enters the system.

3. Responsibility:

a. HQ AFCS. HQ AFCS will provide the State MARS Director adequate information and assist that office to establish the Air Force installation of jurisdiction encompassing the disaster. Assist the State MARS Director to establish liaison with the appropriate offices on the installation having jurisdiction. Provide the State MARS Director authority to commit affiliate member stations in portable/mobile configuration on a case by case basis by immediate precedence message.

b. MARS Stations (Key, Class A and B). Assure that station personnel are familiar with USAF Disaster/Emergency operations plan 355-1. Develop procedure for notification of local base communications officer in the event of requests for emergency communications support is received through the station. Assure that station personnel are familiar with Contingency/Emergency notification procedure.

c. Region Communications Manager. In the event that the Disaster/Emergency encompasses more than one state, he will assist the respective State MARS Directors to coordinate their activities. Disasters or Emergencies encompassing more than one region require the RCMs to coordinate inter-region requirements with HQ AFCS.

d. State MARS Director. The SMD has overall responsibility for coordination of USAF MARS support by affiliate members under his jurisdiction in the event of a military or civil disaster or emergency. The SMD is the only authority in the state authorized to commit Air Force MARS affiliate resources; establish Air Force installation of jurisdiction encompassing the disaster or emergency; establish liaison with the appropriate office on the installation of jurisdiction. Upon approval of HQ AFCS, commit affiliate member stations to portable/mobile configuration.

e. Affiliate USAF MARS member. The individual affiliate member may only commit his own station in non-portable/mobile configuration. He/she shall inform the SMD of any requests for Contingency/Emergency communications.

4. Procedure:

a. Individual Affiliate USAF MARS member. Upon receipt of a request for Contingency/Emergency communications he/she may commit the member's own station in a non-portable/mobile configuration. The member shall send a message, as shown in paragraph 5, to the State MARS Director.

b. State MARS Director. When notified of a request for Contingency/Emergency communications within the jurisdiction of the SMD, the following actions will be taken:

- (1) Establish the Air Force installation of jurisdiction.
- (2) Send a message of Immediate precedence explaining the nature of the disaster and support required to the following addressees: RCM; RMNCS; HQ AFCS/DOYF. The message text will be in accordance with para 5.
- (3) Contact the IMD of the installation of jurisdiction for guidance in providing requested support in accordance with the USAF Disaster/Emergency operations plan 355-1.
- (4) Should the installation of jurisdiction determine that USAF MARS will not be used, the SMD will send an Immediate precedence message to the addressees outlined in para 4b(2) stating the above facts, including the name and rank of the individual making the above decision, and the name of the installation.

(5) The SMD will refrain from further commitment of Affiliate USAF MARS resources until further authorized by competent authority by message.

c. Region Communications Manager. Upon receipt of a request for Contingency/Emergency communications, the RCM will:

- (1) Contact the SMD concerned and assist in compliance with para 4b.
- (2) Send Immediate precedence messages stating action taken to RMNCS HQ AFCS/DOYF. The text of the message will be in accordance with para 5a.

d. Region Master Net Control Station. Upon receipt of a request for Contingency/Emergency communications, the RMNCS will:

- (1) Contact the RCM and assist in compliance with 4c.
- (2) Send an Immediate precedence message stating action taken to HQ AFCS/DOYF. The text of the message will be in accordance with para 5a.
- (3) Notify the Base Communications Officer of the nature of the request and actions taken.

5. Implementation. The message of notification of request for Contingency/Emergency communications will contain the following:
 - a. Nature and severity of the emergency.
 - b. Name and title of the requestor of USAF MARS support.
 - c. Evaluation of additional support requirements.
6. The office of primary responsibility for this MOD is HQ AFCS/DOYF.


BRADLEY W. HETRICK, Colonel, USAF
Chief, USAF MARS

1 November 1979

EMERGENCY/COMMUNICATIONS SUPPORT

DISASTER PREPAREDNESS PROGRAM

1. Purpose. To provide guidance for immediate response by military and affiliate MARS station during the existence of disaster or military emergency conditions.
2. General. It is recognized that maximum benefits from MARS communications can only be obtained through prior planning which identifies the agencies, organizations and individuals concerned and assigns a definite role to each. Therefore, this MOD has been developed to outline the utilization of the MARS region nets in support of disaster preparedness response forces and provide specific actions for military and affiliate MARS station to provide communication support.
3. Responsibilities:
 - a. Base Communications Officer. The base communication officer is responsible for providing the communication support to all units on his installation. For MARS, this is normally accomplished through the installation MARS director (IMD). In this capacity, the IMD will:
 - (1) Provide the installation commander and disaster preparedness officer information concerning MARS capabilities for planning purposes.
 - (2) Ensure MARS tasking in local plans clearly specifies the who, what, when and where for communication support.
 - (3) Maintain a roster of affiliate MARS members in the local area, base support and state to provide assistance as required.
 - (4) Ensure base station support team members are trained in accordance with USAF MOD 6-3. (Key, class A and B stations)
 - (5) Establish recall procedures for personnel to respond for emergency communications support.
 - (6) Establish procedures for deploying the MARS mobile facility (where applicable).
 - (7) Conduct periodic exercises to include field operation of the MARS mobile facility (constructing antennas, operation of emergency power sources and tuning radio equipment).
 - b. Region Communication Manager. Coordinate with the IMD and SMD as appropriate for affiliate support to disaster preparedness. See MOD 5-15.
 - c. State MARS Director:
 - (1) Provide additional affiliate members to support local military installation MARS stations as requested by the IMD.
 - (2) Coordinate the use of the MARS repeaters as may be required.
 - d. Affiliate MARS Members:
 - (1) If assigned to a base station support team, respond to the requirements of the IMD.
 - (2) Complete training in base station operations.
 - (3) Other MARS members should respond to requests for assistance within their capability. They can be expected to:
 - (a) Assist in operating radio equipment in a base MARS station.
 - (b) Provide back-up communications for the military unit station from home station.
 - (c) Provide VHF and HF coordination with local agencies as may be required by competent authority.
 - e. Military Base Stations.
 - (1) Provide HF and VHF radio communications support to local contingency plans as required.
 - (2) Maintain a cadre of trained radio operators to operate the mobile MARS facility during field deployments.
 - (3) Periodically exercise local plans using training scenarios that parallel communication support to disaster preparedness and other contingencies.
 - (4) Ensure all equipment for the MARS mobile facility is functioning at all times.
 - f. Region Master Net Control Station (RMNCS).
 - (1) Comply with subparagraph 3 above.
 - (2) Coordinate and authorize the use of region frequencies.
 - (3) Coordinate activities on the frequency as may be required to maintain communications during emergencies.
4. Procedures. MARS region nets are designated for HF radio communication support to disaster preparedness operations, such as aircraft accidents, and other emergencies, when long range communications are required. The normal support requirement is for the on-scene commander to communicate with command post personnel at the home station. This is often accomplished through operations from the MARS mobile facility to the base MARS station thence via phone patch to the base command post.
 - a. Upon notification by the base command post or disaster preparedness office that an emergency condition exists, the installation MARS director will ascertain the type of communications required. If appropriate, he will:

- (1) Initiate recall of affiliate MARS personnel or augmentee radio operators.
- (2) Dispatch the MARS mobile facility.
- (3) Insure sufficient personnel are on duty at the base MARS station to maintain continuous communications for a minimum of 72 hours.
- (4) Coordinate with command post and/or disaster preparedness personnel to facilitate accurate exchange of information for continued support.
 - b. Base MARS Station (Class A, B and Auxiliary):
 - (1) Utilize local checklist for opening the station and tuning the radio equipment.
 - (2) Using the MARS region Map (Atch 1) select the appropriate region frequency.
 - (3) Call the Region Master Net Control Station (RMNCS) serving the region and advise of the emergency and request the frequency be used for communication support. If a MARS mobile facility has been deployed, advise the RMNCS of this fact.
 - (4) Conduct communications as required until the emergency is terminated.
 - c. Region Master Net Control Station (RMNCS):
 - (1) Upon notification of an emergency within the region, clear the frequency for emergency communication use.
 - (2) Maintain continuous watch on the frequency and control its use as necessary. If the emergency occurs during an affiliate controlled net, advise the affiliate NCS of the situation, assume NCS and provide communication assistance as required. Affiliate MARS stations may be used to provide assistance. See MOD 5-15.
 - (3) Notify the USAF MARS MNCS (AGA3HQ) of the emergency.
 - d. USAF MARS MNCS:
 - (1) Notify the AFCS command post of the emergency (during normal duty hours). After duty hours, notify the Supt MARS Operation and Training (AGA30).
 - (2) Provide assistance as may be required.
 - e. Stations on frequency during the emergency will stop transmitting until instructions are received from the MNCS station and will monitor and remain available to assist.
 - f. When the emergency is terminated, the RMNCS will resume normal net operations. If during affiliate managed net operations, the RMNCS will advise the affiliate NCS and return NCS responsibility to the affiliate NCS.
 - g. MARS Mobile Facility. The MARS mobile facility is normally deployed by authority of the communication unit commander. Upon notification to dispatch the MARS mobile facility, the senior operator will establish radio communications with the base MARS station. He will maintain contact enroute to the disaster location. The MARS mobile facility is under the command of the on-scene commander at the deployed site. The senior radio operator will coordinate his actions with the on-scene commander and provide direct communication support to him. After arrival, the radio operator will report his arrival time and equipment status to the base station. The senior radio operator will insure adequate antennas are constructed, portable power is in place and a duty schedule is established. The same procedures apply for HF equipped Mobile Command Post vehicles.

Normally communications from the disaster scene will consist of phone patch or message traffic from the on-scene commander to the base command post. When messages are handled, the abbreviated plainness method may be used.

5. VHF Support. On installations where MARS repeaters are shared by the disaster response forces, or when MARS is requested to provide VHF support to the disaster response force, operations will be controlled by the installation MARS director. If the MARS repeater is shared, local procedures will be established by the IMD and coordinated with the SMD.

6. The office of primary responsibility for this MOD is HQ AFCS/DOYF.


BRADLEY W. HETRICK, Colonel
Chief, USAF MARS

1 Atch
Region Map

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